

WEEK IN REVIEW

A publication of the City Manager's Office

Council Meeting

May 28 - [City Council Meeting Agendas](#)

Looking Ahead

Monday, May 27: City offices, Transit, Courts closed; Recycling moved to Wednesday

Wednesday, May 29: Monday's Recycling Collected, Yard Waste Canceled

Tuesday, June 4: Planning Commission Work Session

Thursday, June 6: Old Town Family Movie on the Mall

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- **LISTEN!** [Rouss Review](#) podcast 5/16: Award-Winning Water



The new street sign honoring Winchester native Spottswood Poles was installed this week. Poles was a talented Negro League professional baseball player and decorated WWI veteran (five battle stars and a Purple Heart).

City Manager's Takeaways

Attended the Firefighter Recruit and Paramedic graduation ceremony for Winchester Fire and Rescue (WFRD).

Attended the Law Enforcement Basic Academy graduation ceremony for Winchester Police Department.

Appointed William Garrett as the new Fire Chief for Winchester Fire and Rescue Department, effective June 3.

Offices for WFRD will move to the Creamery Building on May 29.

Public Safety

Winchester Police

- Attended feral cat, HOG Rally prep, radio system advisory board, and Timbrook Achievement Center meetings.
- Attended Drug Task Force Conference and Crime Solvers Board meeting.
- Secured the Old Town KidzFest.
- Was notified of acceptance of funding request for NG911 program.
- Filmed HOG Rally video with Communications. Release June 12.
- Held SWAT and marijuana trainings and Bike Patrol testing.
- Attended and spoke at the North End Citizens meeting.
- Attended and spoke at the Law Enforcement Basic Academy graduation ceremony. WPD has hired five new graduates.
- Planned the second annual North End Summer Kickoff event.
- Disseminated one policy to command staff and began nine new assignments.
- Crime stats:
 - Crimes against persons (felony) - 1
 - Crimes against persons (misdemeanor) - 7
 - Burglaries (residential) - 0
 - Burglaries (commercial) - 0
 - Property crimes - 3

Winchester Fire and Rescue

- Received the building permit for the new Burn Building to be built on Woodstock Lane.
- Attended the communications board meeting regarding the City radio system.
- Attended the Command and Control class at the National Fire Academy
- Held Graduation Ceremony for all the recruits hired over the past year and the paramedic academy students.
- Attended National EMS Appreciation Week luncheon by the Lord Fairfax EMS Council and Valley Health.
- Met with Station 2 supervisors to discuss the upcoming training at the houses on the corner of Piccadilly and Kent Streets.
- Currently have 22 applicants eligible for the open Firefighter/ EMT positions - the application deadline is June 7.
- Attended the Virginia Fire Prevention Association Training Conference, earning continuing education hours for the Department's fire inspector certifications.

| Police Activity | # |
|---|---------------------|
| Calls for Service | 897 |
| Crash Reports | 9 |
| DUI/DWI | 1 |
| Alarms/False Alarms | 27/27 |
| Directed Patrols | 50 |
| Directed Patrols (OTW) | 0 |
| Extra Patrols | 166 |
| Extra Patrols (OTW) | 1 |
| Traffic Citations | 26 |
| Traffic Warnings | 52 |
| BWC updates | - |
| Special Events Permits Received/ Approved | 3/1 45 rec'd YTD |

| Fire Activity | Fire Activity |
|------------------|---------------|
| Fire | 3 |
| Overpressure | 0 |
| EMS/Rescue | 71 |
| Hazardous Cond. | 3 |
| Service Call | 7 |
| Mutual Aid Given | 2 |
| Good Intent | 6 |
| False Alarms | 5 |
| Special Incident | 0 |
| Plan Review | 0 |
| Inspections | 9 |
| Reinspections | 2 |

- Met with facilities staff at Winchester Medical Center to discuss exit signage.
- Completed and submitted multiple FOIA requests.
- Packed and prepared for the move to the Creamery Building on May 29.

Emergency Management

- Scheduled radio installs for Public Works.
- Conducted receipt and inventory of new radio subscribers from Motorola.
- Removed radios from surplus vehicles.
- Attended HOG Rally planning meeting.
- Conducted radio system advisory meeting.
- Held discussion about the City's notification system with Communications Department.
- Attended Apple Blossom Festival critique meeting.
- Provided UAV video/still photos for Communications Department.

Development Services

Economic Redevelopment

- Held the May Economic Development Authority meeting; contract to sell the land associated with the Kent/Piccadilly redevelopment to Providence Capital Partners and Letter of Intent on redevelopment of the Towers site were approved.
- Held the second annual Employer Expo at Jim Barnett Park.
- Met with developers and entrepreneurs interested in investment in Winchester.
- Economic Development Authority board approved Dehaven Excavation as the demolition contractor for the properties associated with the Kent/Piccadilly redevelopment.

Old Town Winchester

- Held successful Kidzfest attended by over 3,000 people conducted by Full Circle Marketing Team.
- OTW Farmers Market promotion continues as does search for volunteers.
- Finalized Building Assessment for S. Loudoun Street and two blocks of Cork Street.
- Addressed event questions with several downtown business owners and event organizers.
- Working on Rockin' Independence Eve (July 3) poster and promotions with Full Circle Marketing.
- Interviewed by WDVM on downtown achievements.
- Working with internal team on preparation for the HOG rally.
- Attended Tourism Board meeting.
- Participated in Apple Blossom follow up public safety meeting.

Winchester/Frederick County Tourism

- Co-hosted a HOG Rally EOC planning meeting at Timbrook to go over final details of the upcoming rally.
- Attended a Spottswood Poles media event/road sign installation at Jim Barnett Park.
- Attended a Wings & Wheels planning meeting – event is scheduled for Saturday, June 1.
- Reviewed the Butler Motorcycle Map that is being produced in conjunction with the HOG Rally and will be sold at our Visitor Center Gift Shop.
- Attended a Virginia Restaurant Lodging and Travel Association quarterly meeting in Harrisonburg – the topic was the impact of I-81 on tourism in the Shenandoah Valley.
- Hosted travel writer Joe Tennis. He is currently working road trip themed pieces for Lynchburg Living and Virginia Living.
- Met with Sari Carp from Sustainability Matters to discuss potential future partnerships and various other topics including events.

Planning

- Staffed the May 21 regular Planning Commission meeting where two CUPs were recommended for approval with conditions for two adjoining buildings along the west side of N. Cameron Street just north of E. North Ave. Both buildings are proposed to contain two dwelling units and the requests are from the same applicant. The Commission recommended approval of the CIP and also formally approved the murals that had been applied to a building on Valley Avenue without CE approval. Lastly, the Commission authorized administrative approval of the Parks & Recreation Maintenance Facility.
- Prepared updated agenda items for the May 28 City Council Work Session, including the two CUP items recommended by the Planning Commission.
- Conducted a thorough review of the latest draft of the City's 2018 Annual Report.
- Reviewed some historic district cases that will appear on the June 6 BAR meeting. One will require an ordinance from City Council in order to modify an existing encroachment into the public right-of-way.
- Together with other members of the 275th Anniversary Committee and Senior Management staff, attended the installation of the Spottswood Poles Drive street sign in Jim Barnett Park.
- Met with engineers and surveyors working for private property owners and developers regarding private development projects.

Zoning and Inspections

- Completed:
 - 91 building permit inspections and issued 83 building/trades permits (\$147,917 valuation).
 - 153 code enforcement inspections and initiated 55 new cases.
 - 9 new business reviews (6 Certificates of Business, 3 Certificates of Home Business)
- Removed 3 signs from the public right-of-way (YTD=130).
- Attended the Planning Commission regular meeting.
- Attended Apple Blossom Festival after action review meeting.

| Permit # | Type | Address | Description | Value |
|-------------|------|--------------------|---------------------|-------------|
| 19 00001652 | PLBG | 204 E WHITLOCK AVE | EXPANSION TANK | \$200.00 |
| 19 00001644 | PLBG | 817 KINZEL DR | EXPANSION TANK | \$200.00 |
| 19 00001650 | PLBG | 2962 SHAWNEE DR | EXPANSION TANK | \$200.00 |
| 19 00001214 | SIGN | 27 N LOUDOUN ST | BLDG MOUNTED SIGN | \$1,167.00 |
| 19 00001641 | PLBG | 524 FOX DR | EXPANSION TANK | \$200.00 |
| 19 00001648 | PLBG | 605 OLD FORT RD | EXPANSION TANK | \$200.00 |
| 19 00001655 | PLBG | 116 WOOD AVE | EXPANSION TANK | \$200.00 |
| 19 00001651 | PLBG | 530 WENTWORTH DR | EXPANSION TANK | \$200.00 |
| 19 00001638 | PLBG | 125 BELLVIEW AVE | EXPANSION TANK | \$200.00 |
| 19 00001653 | PLBG | 336 W WHITLOCK AVE | EXPANSION TANK | \$200.00 |
| 19 00001640 | PLBG | 152 FOX DR | EXPANSION TANK | \$200.00 |
| 19 00001642 | PLBG | 142 HAWTHORNE DR | EXPANSION TANK | \$200.00 |
| 19 00001639 | PLBG | 1324 COMMERCE ST | EXPANSION TANK | \$200.00 |
| 19 00001645 | PLBG | 919 KINZEL DR | EXPANSION TANK | \$200.00 |
| 19 00001654 | PLBG | 1306 WHITTIER AVE | EXPANSION TANK | \$200.00 |
| 19 00001643 | PLBG | 813 KINZEL DR | EXPANSION TANK | \$200.00 |
| 19 00001646 | PLBG | 512 LANNY DR | EXPANSION TANK | \$200.00 |
| 19 00001647 | PLBG | 403 MARION ST | EXPANSION TANK | \$200.00 |
| 19 00001649 | PLBG | 606 OLD FORT RD | EXPANSION TANK | \$200.00 |
| 19 00001637 | PLBG | 233 ALLISON AVE | EXPANSION TANK | \$200.00 |
| 19 00001661 | NGAS | 1407 RAMSEUR LN | REPLACE GAS FURNACE | \$100.00 |
| 19 00001558 | ELEC | 403 BATTAILLE DR | LIGHTS & RECEPTS | \$3,500.00 |
| 18 00001260 | ELEC | 700 MERRIMANS LN | NEW GARAGE | \$1,800.00 |
| 19 00001557 | ELEC | 162 N LOUDOUN ST | RECONNECT SERVICE | \$600.00 |
| 19 00001664 | PLBG | 800 LAKE DR | REPLACE FIXTURES | \$4,700.00 |
| 18 00001661 | MECH | 412 LONGVIEW AVE | HEAT PUMP | \$11,550.00 |
| 19 00001364 | POOL | 924 ALLEN DR | NEW 16X32 POOL | \$20,000.00 |
| 19 00001672 | PLBG | 205 WEST ST | EXPANSION TANK | \$200.00 |
| 19 00001715 | NGAS | 1802 KERSHAW LN | REPLACE FURNACE | \$8,100.00 |

| Permit # | Type | Address | Description | Value |
|-------------|------|------------------------------|------------------------------|-------------|
| 19 00001669 | PLBG | 111 BELLVIEW AVE | EXPANSION TANK | \$200.00 |
| 19 00001555 | DECK | 1502 SPRING HOUSE CT | REMOVE & REPLACE DECK | \$10,000.00 |
| 19 00001717 | MECH | 200 MYRTLE AVE | REPLACE AIR COLD/ FURNACE | \$11,600.00 |
| 19 00001698 | PLBG | 936 FRANKLIN ST | EXPANSION TANK | \$200.00 |
| 19 00001691 | PLBG | 512 WHITACRE ST | EXPANSION TANK | \$200.00 |
| 19 00001703 | PLBG | 1600 HENRY AVE | EXPANSION TANK | \$200.00 |
| 19 00001696 | PLBG | 801 ALLEN DR | EXPANSION TANK | \$200.00 |
| 19 00001708 | PLBG | 1610 HENRY AVE | EXPANSION TANK | \$200.00 |
| 19 00001702 | PLBG | 1019 KINZEL DR | EXPANSION TANK | \$200.00 |
| 19 00001668 | PLBG | 102 1/2 W SOUTHWERK ST | EXPANSION TANK | \$200.00 |
| 19 00001694 | PLBG | 545 ARMOUR DALE | EXPANSION TANK | \$200.00 |
| 19 00001685 | PLBG | 336 FOX DR | EXPANSION TANK | \$200.00 |
| 19 00001678 | PLBG | 301 NATIONAL AVE | EXPANSION TANK | \$200.00 |
| 19 00001687 | PLBG | 420 MARION ST | EXPANSION TANK | \$200.00 |
| 19 00001713 | PLBG | 1633 WHITTIER AVE | EXPANSION TANK | \$200.00 |
| 19 00001716 | PLBG | 2955 SORRELL CT | EXPANSION TANK | \$200.00 |
| 19 00001700 | PLBG | 1010 KINZEL DR | EXPANSION TANK | \$200.00 |
| 19 00001695 | PLBG | 567 YORK AVE | EXPANSION TANK | \$200.00 |
| 19 00001684 | PLBG | 334 AMHERST ST | EXPANSION TANK | \$200.00 |
| 19 00001670 | PLBG | 130 HAWTHORNE DR | EXPANSION TANK | \$200.00 |
| 19 00001717 | NGAS | 200 MYRTLE AVE | REPLACE FURNACE | \$11,600.00 |
| 19 00001701 | PLBG | 1101 MILROY CT | EXPANSION TANK | \$200.00 |
| 19 00001689 | PLBG | 428 HOLLINGSWORTH PL | EXPANSION TANK | \$200.00 |
| 19 00001706 | PLBG | 1606 HENRY AVE | EXPANSION TANK | \$200.00 |
| 19 00001693 | PLBG | 542 WHITACRE ST | EXPANSION TANK | \$200.00 |
| 19 00001366 | SIGN | 2590 S PLEASANT VALLEY RD | NEW SIGNAGE | \$3,500.00 |
| 19 00001688 | PLBG | 424 SUPERIOR AVE | EXPANSION TANK | \$200.00 |
| 19 00001692 | PLBG | 525 WHITACRE ST | EXPANSION TANK | \$200.00 |
| 19 00001714 | PLBG | 249 WEST ST | EXPANSION TANK | \$200.00 |

| Permit # | Type | Address | Description | Value |
|------------------|------|----------------------------|-------------------------------|------------------|
| 19 00001671 | PLBG | 140 FOX DR | EXPANSION TANK | \$200.00 |
| 19 00001677 | PLBG | 249 1/2 WEST ST | EXPANSION TANK | \$200.00 |
| 19 00001699 | PLBG | 1005 S CAMERON ST | EXPANSION TANK | \$200.00 |
| 19 00001683 | PLBG | 324 BRANNER CIR | EXPANSION TANK | \$200.00 |
| 19 00001715 | MECH | 1802 KERSHAW LN | REPLACE AIR COLD/ FURNACE | \$8,100.00 |
| 19 00001663 | MECH | 502 FAIRMONT AVE | NEW HEAT PUMPS & DUCT WORK | \$18,000.00 |
| 19 00001710 | PLBG | 1629 WHITTIER AVE | EXPANSION TANK | \$200.00 |
| 19 00001674 | PLBG | 213 MYRTLE AVE | EXPANSION TANK | \$200.00 |
| 19 00001675 | PLBG | 227 MILLWOOD AVE | EXPANSION TANK | \$200.00 |
| 19 00001705 | PLBG | 1604 HENRY AVE | EXPANSION TANK | \$200.00 |
| 19 00001682 | PLBG | 315 WALKER ST | EXPANSION TANK | \$200.00 |
| 19 00001673 | PLBG | 206 WALKER ST | EXPANSION TANK | \$200.00 |
| 19 00001686 | PLBG | 337 FOX DR | EXPANSION TANK | \$200.00 |
| 19 00001697 | PLBG | 805 KINZEL DR | EXPANSION TANK | \$200.00 |
| 19 00001707 | PLBG | 1608 HENRY AVE | EXPANSION TANK | \$200.00 |
| 19 00001704 | PLBG | 1602 HENRY AVE | EXPANSION TANK | \$200.00 |
| 19 00001681 | PLBG | 312 WOOD AVE | EXPANSION TANK | \$200.00 |
| 19 00001712 | PLBG | 19 W HART ST | EXPANSION TANK | \$200.00 |
| 19 00001690 | PLBG | 508 DARRVIEW ST | EXPANSION TANK | \$200.00 |
| 19 00001711 | PLBG | 1000 1024 N BRADDOCK ST | EXPANSION TANK | \$200.00 |
| 19 00001680 | PLBG | 309 BRANNER AVE | EXPANSION TANK | \$200.00 |
| 19 00001709 | PLBG | 1621 WHITTIER AVE | EXPANSION TANK | \$200.00 |
| 19 00001676 | PLBG | 240 MYRTLE AVE | EXPANSION TANK | \$200.00 |
| 19 00001679 | PLBG | 307 LANNY DR | EXPANSION TANK | \$200.00 |
| 19 00001666 | PLBG | 11 MONTAGUE AVE | EXPANSION TANK | \$200.00 |
| Total: 83 | | | | \$147,917 |

Public Services

- Advertised the Creamery Building renovations project for bids. Bids from contractors are due on June 18.
- Opened bids for the first phase of the N. Cameron drainage improvements project. Work is expected to begin in early July.
- Prepared an addendum for the bidders interested in the Handley Library improvements project. Bids are due on May 31.
- Installed a new street name sign in Jim Barnett Park for a street named in honor of Spottswood Poles.
- Made repairs to the pavers around the perimeter of the splash pad on the Pedestrian Mall.
- Attended the regular meeting of the Frederick-Winchester Service Authority.
- Attended the regular meeting of the Winchester Parking Authority.
- Assisted in preparing an informational flyer that will be delivered to residents providing information about the sidewalk repairs program.

Utility Capital Improvement Projects (7/1/18-present)

| Measure | Past Week | Project Totals |
|---|-----------|----------------|
| Water mains replaced (linear feet) | 123 | 5,449 |
| Water service lines replaced (number) | 1 | 347 |
| Water meters replaced (number) | 22 | 950 |
| Sanitary sewer mains replaced/lined (linear feet) | 0 | 237 |
| Sanitary sewer laterals replaced (number) | 1 | 80 |
| Sanitary manholes replaced (number) | 0 | 23 |
| Sidewalks replaced (linear feet) | 874 | 9,982 |
| Sidewalks repaired (linear feet) | 3,765 | 15,849 |

| Division | Activity | Past Week | 2019 Year-to-Date Totals | Measurement |
|----------|-----------------------------|-----------|--------------------------|-------------|
| Streets | Streets repaved | 0 | 3.91 | Lane miles |
| | Potholes repaired | 12 | 122 | # |
| | Mowing | 26.57 | 88.39 | Acres |
| | Miles of streets swept | 25 | 990.10 | Miles |
| | Tons of leaves hauled | 0 | 32.80 | Tons |
| Trees | Dead/diseased trees removed | 0 | 80 | # |
| | Trees trimmed | 5 | 225 | # |
| | Stumps removed | 4 | 131 | # |

| Division | Activity | Past Week | 2019 Year-to-Date Totals | Measurement |
|--|--|-----------|--------------------------|---------------------|
| Traffic | Street signs Installed/replaced | 6 | 183 | # |
| | Pavement markings repainted (City) | 0 | 592 | Linear feet |
| | Pavement markings repainted (contractor) | 0 | 19,028 | Linear feet |
| Refuse & Recycling | Refuse collected | 130.58 | 2,494.35 | Tons |
| | Recycling collected | 61.40 | 970.23 | Tons |
| | Large item pickups | 3 | 87 | # |
| Transit | Total passengers | 2,571 | 50,241 | # |
| | Revenue miles pick up/drop off | 3,995 | 73,011 | Miles |
| | Revenue hours pick up/drop off | 371.95 | 6,630.06 | Hours |
| Utility billing | Payments processed | 1,027 | 30,399 | # |
| | New bills mailed out | 1,636 | 28,235 | # |
| | Water services turned off (non-payment) | 0 | 183 | # |
| Water treatment plant | Average daily water demand | 5.88 | 6.09 | Million gallons/day |
| | Peak daily water demand | 6.29 | 7.52 | Million gallons/day |
| Wastewater treatment plant | Average daily flow treated | 11 | 10.10 | Million gallons/day |
| | Peak daily flow treated | 13.87 | 20.04 | Million gallons/day |
| Water distribution and wastewater collection | Water main breaks repaired | 0 | 8 | # |
| | Water meters read | 1,056 | 30,223 | # |
| | Fire hydrants flushed | 59 | 387 | # |
| | Sewer mains cleaned | 3,328 | 61,270 | Linear feet |
| | After-hours call outs | 3 | 126 | # |
| Engineering | Site plans reviewed | 5 | 34 | # |
| | Floodplain permits issued | 1 | 50 | # |
| | Utility as-builts reviewed | 0 | 5 | # |
| | Right-of-way permits issued | 1 | 86 | # |
| | Land disturbance permits issued | 0 | 1 | # |
| | Stormwater facility inspections | 0 | 111 | # |
| | Erosion and sediment control inspections | 50 | 1,027 | # |
| | Erosion and sediment notices to comply | 0 | 11 | # |
| Facilities Maintenance | Work requests completed | 16 | 407 | # |
| | Special events assistance | 3 | 13 | # |
| | Maintenance of pedestrian mall | 40 | 669 | Staff hours |

| Division | Activity | Past Week | 2019 Year-to-Date Totals | Measurement |
|------------------------------|--------------------------------------|-----------|--------------------------|-------------|
| Equipment maintenance | Total repairs completed | 35 | 2,119 | # |
| Winchester Parking Authority | Work requests completed | 10 | 149 | # |
| | Special events - assistance provided | 0 | 12 | # |
| | Vandalism or property damage issues | 1 | 8 | # |
| | New monthly rentals | 4 | 116 | # |
| | Monthly rental cancellations | 4 | 45 | # |
| | Hourly parkers (all four garages) | 2,123 | 52,542 | # |
| | Park-Mobile transactions | 1,197 | 13,018 | # |

Social Services

- Received 64 Benefit Program applications: 15 SNAP, 42 Medicaid, 4 TANF, 0 VIEW, 2 Child Care, 3 Auxiliary Grant, 1 General Relief-Burial, 0 Home Energy Assistance Program
- Provided case management to:
 - 3,482 Medicaid cases
 - 1,590 SNAP cases
 - 72 TANF cases
 - 19 Auxiliary Grant cases
 - 37 individuals receive VIEW services
 - 51 families/106 children receive Child Care Subsidy Assistance (65 families/109 children are currently on the waiting list for child care assistance).
- Provided case management to 1 Interstate Compact on the Placement of Children (ICPC) case.

| Weekly Activity | # |
|--|---------|
| Clients walk-ins/drop-offs | 164/101 |
| Child Protective Service referrals | 8 |
| Placed "on notice" for foster care entry by JDRC | 4 |
| Children in foster care | 56 |
| Entered/exited foster care | 0/0 |
| Adoption subsidy cases/adoptions finalized | 52/1 |
| Child Protective Service (CPS) case management load | 46 |
| Benefit program fraud & overpayment referrals/investigations/recoupment claims | 1/1/18 |

| Weekly Activity | # |
|---|------|
| CPS family assessments & investigations of alleged maltreatment | 74 |
| Family Service intakes | 4 |
| Adult Protective Service referrals | 2 |
| Adult services case management load | 11 |
| Adult guardianships/cases | 2/67 |
| Adult Protective Service investigations/intakes | 29/9 |
| Family Services Prevention case management load | 6 |
| Uniform Assessment Instrument screenings | 0 |

Communications

- Distributed the May 22, 2019 CitE-News issue.
- Handled 10 media requests for City information and staff interviews and 1 media request for WPD.
- Handled or began processing 3 FOIA requests.
- Made a flyer, video, and social media graphics to promote the second annual North End Summer Kickoff hosted by the Police Department.
- Distributed the May/June 2019 edition of the Park's monthly electronic newsletter, ActivitE-News.
- Edited Season 2 Episode 4 of publiCITY that covers the Farmers Market and downtown events. The episode will air May 29.
- Continued editing the Business Appreciation Month video for Economic Development. Worked with the Emergency Management Coordinator to shoot drone footage of the city to use as b-roll.
- Shot and edited a HOG Rally preparation video with the Police Department.
- Attended the Fire Department graduation ceremony to take photos and videos.
- Attended the Police Department Academy graduation to take photos and videos.
- Created a new resident brochure for Utilities to hand out to new water and sewer customers.
- Assisted with the creation of a letter to residents concerning the City's sidewalk repair program.
- Designed an ad for the upcoming 275th anniversary events.
- Continued working on the Citibot launch and marketing materials.
- Attended the Mayor's Healthy City Initiative committee meeting.
- Attended a walk-thru meeting with vendor for replacement TV channel equipment. Current system is approximately seven years old and failing.
- Met with Emergency Management Coordinator concerning City's notification system.
- Attended Economic Development Authority monthly meeting.
- Attended and took photos of the Spottswood Poles street sign installation. Posted on social media.

| Date | City of Winchester News Releases |
|------|---|
| 5/22 | 2019 Memorial Day and Outdoor Pool schedules - read |
| 5/24 | City Manager appoints new Fire & Rescue Chief - read |
| Date | Segments on WDVM |
| 5/19 | Winchester resident sentenced for attacking man with machete - watch |
| 5/20 | Crime Solvers p3 app is proving to be beneficial - watch |
| | Local growers concerned about spread of invasive Spotted Lanternfly - watch |
| 5/21 | Sign installed to honor little-known historical figure born in Winchester - watch |
| 5/22 | Old Town management office staff not included in new city budget - watch |
| Date | Articles in <i>The Winchester Star</i> |
| 5/18 | App can make anyone a community crime fighter |
| | Winchester's 275th Anniversary: Fort Loudoun |
| | Warner visits Winchester, strolls Loudoun Street Mall |
| | Man to serve 221 months for attack with machete |
| 5/20 | Your Views: 'Make it right'? |
| | Your Views: She would have smiled, too |
| | Hill and Herbstritt schedule series of community meetings |
| | KidzFest brings smiles, energy to walking mall |
| 5/21 | New bus will help Bright Futures take its food program on the road to reach families |
| 5/22 | Firm eyeing more land for projects |
| | EDA sale clears way for EPicc Lofts |
| | Street sign goes up to honor local baseball legend |
| 5/23 | Former city gas station may be refilled with apartments |

Parks & Recreation

- Began work on Potts Play Courts and Lowry Tennis Courts.
- Held meeting about sign and fence regulations.
- Held meeting about party set-up package.
- Held Apple Blossom public safety wrap up meeting.
- Met with vendor to discuss Bridgeforth backstop net project.
- Attended preliminary July 3 Fireworks meeting. Park staff are responsible for the fireworks portion of the Old Town Rockin' Independence Eve event.
- Hosted the 2019 Employer Expo.
- Opened Outdoor Pool for Summer 2019 season on May 25.
- Hosted Washington Nationals Bus Trip. Next trip is August 31.
- Continued work on indoor pool sound tile/paint project.
- Attended meeting to discuss HOG Rally preparations with organizers.

Support Services

Innovation & Information Services

- Configured GeoCom GIS data update utility tool properly to update map display on dispatchers workstations.
- Updated map display symbology of road centerline to reflect road hierarchy.
- Held demonstration with Fire and Rescue and Emergency Communications staff of Fire Grid/First Due viewer GIS application.
- Migrated all parcel web services to be pulling from spatial view. Spatial views are now being updated every morning with most recent data from CAMRA by schedule scripts.
- Designed new Parcel popup for web applications. Parcel information designed in table format and group based on categories.
- Attended "Not in our backyard: Tools to fight the Spotted Lanternfly" forum.
- Met with Commissioner of the Revenue staff to discuss improvements for current GIS applications and the development of internal applications to help make business processes more efficient.
- Held WebEx meeting with PubWrks support to discuss workflows for updating GIS data in Public Services asset management system.
- Finalized getting a set of WPD arrest stats for testing with the new Open Data portal.
- Coordinated computer moves for Fire and Rescue from TPSC to Creamery.
- Met with engineer for TV channel equipment upgrade to assess current setup and review process for upgrading the equipment.

| Help Desk Requests | Count | Closed |
|----------------------|-------|--------|
| Account Management | 8 | 8 |
| Applications | 16 | 15 |
| GIS | 1 | 2 |
| Hardware | 11 | 14 |
| Information Only | 1 | 1 |
| Infrastructure | 5 | 9 |
| No Action Required | 5 | 5 |
| Not Assigned | 18 | 0 |
| Procurement/Disposal | 0 | 0 |
| Reporting | 2 | 2 |
| Research | - | - |
| Total | 66 | 56 |